Position Type: Part-Time Employee  
Location: Sheraden, PA  
Contact: Ms. King (412)331-0724 (leave a message)  
(forward resume via email: sweetdreamschildcare2@yahoo.com)  
Salary/Start Date: $7.50 per hour to start/Immediately  
Deadline: Until position is filled  
Date Posted: March 17, 2011  
Experience: High School diploma or equivalent. Minimum of 1yr. previous experience caring for children in a child care setting is a must with positive references.  

General Responsibility:  
To supervise and direct the activities of young children ranging from newborn thru 12yrs. of age using approved child care methods. This includes but is not limited to: teaching approved curriculum, developing a positive parental rapport, ensuring safety and health of children at all times, meal preparation, completing daily, weekly, monthly reports as needed, attending periodic (company paid) trainings, and providing a consistent, positive, caring, and loving environment to all children in care regardless of gender, age, race, or religion.  

Hour Requirements: Child Care is Open Mon-Sat 24hrs. Hours will vary 15-30 hours per week. Position requires some evening hours as well as Saturdays.  

Essential Functions:  
• To adhere to all written policies and philosophies of Sweet Dreams Child Care  
• Attend staff meetings and periodic company paid trainings/workshops  
• Assist in Bible Study instruction of children and homework assistance  
• Provide a professional attitude and environment  
• Maintain a healthy, safe, and clean environment  
• Meal and snack preparation  
• Completion of daily, weekly, and monthly reports, evaluations, and other necessary paperwork  
• Other assistance as deemed necessary to the proper and safe operation of Sweet Dreams Child Care  

Requirements:  
• CPR certified/First Aid  
• FBI fingerprinting  
• Current Act 33/34 clearances (or ability to get them within 30 days of starting)  
• Three job references must be furnished at time of interview (must have contact info. for references)  
• Current valid PA driver’s license and proof of insurance a must